

**INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING AGENDA**

**COMMITTEE:** Quality Data Committee

**RECORDER:** Peter Guerrero, WestEd/CPEI      **DATE:** February 17, 2011

<b>COMMITTEE MEMBERS</b>
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**PRESENT:** Fran Chasen, Wanda Davis, Arleen Downing (Chair), Susan Graham, Jennifer Griffin, Gretchen Hester (Co-Chair), Shane Nurnberg, Lois Pastore

**ABSENT:** Jill Abramson, Debbie Benitez, Tammy DeHesa, Arleen Downing, Edward Gold

**GUESTS:** Chin Chao, Denise Meeks

**LIAISONS:** Elise Parnes (DDS), CDE Needed

<b>NOTES</b>
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**I. INTRODUCTIONS AND WELCOME:** Tammy DeHesa has requested a leave of absence due to pregnancy.

**II. AGENDA REVIEW:** Agenda reviewed and approved with changes noted in Other Business.

**III. REVIEW AND APPROVAL OF November 2010 MEETING NOTES:** November minutes were reviewed and approved as submitted.

**IV. CHAIR'S REPORT:** The executive committee assigned APR indicators to committees for discussion. (Data Committee has previously discussed indicator #3.) The Executive Committee asked that Data Committee review indicators #10, #11, #13: Due Process complaints and hearings and Mediation agreements. (Data Committee would not be meeting with Policy Topics at this time.)

**Discussion and Review of Indicators #10,#11,#13:** Rick Ingraham was present for most of this discussion, and he answered several of the questions. He also explained the differences between complaints and hearings.

**Indicator #10 (Due Process Complaints):** Total complaints were 37 with 23 having been withdrawn or dismissed. QDC wanted to know whether there was more specific data on reasons complaints had been withdrawn or dismissed. Was it because family was satisfied with some result or had it been withdrawn

because of the difficulty of the process for the family? Was the withdrawal or dismissal related to the “timeline?” QDC was also interested in what type of complaints had been received.

**Indicator #11 (Hearings):** QDC noted that a significant number (195 of 245) of hearings which were withdrawn or dismissed. QDC asked what had happened or what had been done for those families whose hearing was withdrawing or dismissing? How many fair hearings were dismissed or withdrawn because an agreement was made at Mediation? Did we know how many times the family’s issue was resolved by meeting the family’s needs? What is the nature of the fair hearing requests—eligibility or services? It was noted that the change in Early Start eligibility resulted in some fair hearing requests with 3 times as many hearing requests in 2009-2010 as had been filed the previous year. QDC asked about DDS tracking of OAH decisions and follow up regarding implementation of the OAH decisions. DDS plans to track and follow the OAH decisions.

**Indicator #13 (Mediations):** Families may request mediation and a fair hearing. Mediations target for FY 2012 is 55.02% resulting in agreements. This is only a .01% increase from FY 2011. As mediation agreements are confidential QDC did not have specific questions or comments on this indicator. When there was no agreement did the issue then present as Hearing? How many hearings occurred after mediation with no agreement?

QDC requests that a representative from DDS provide information regarding regulations on **complaint, hearing and mediation** at the next QDC meeting. Liaison Elise Parnes will follow through on this request.

#### IV. **ACTIVITIES & WORK PLAN UPDATES**

- Update on prevention program and early start numbers: Elise Parnes provided the following statistics: *Prevention as of Jan 31, 2011- 3,274; Status 1 in ES under 36 months is 2293; Status 2 in Early Start, under 36 months is 1495.* Data committee would like more information about children that transition from Prevention to Early Start and from Early Start to transition.
- Assessment tools used to determine functional age: Review of which tools represent best practice followed by a discussion of strengths and weaknesses of the assessment tools. The Data Committee discussed in February 2010 the importance of knowing what assessment tools are being used to determine functional age. At the August 2010 Data Committee meeting DDS provided the committee with a 2002 handbook listing the various tools available for use across the Early Start system. DDS has not provided specific information regarding the most frequently used tools. Data Committee has not had a psychologist member to assist with discussion of strengths of tools.

In regard to the Data Committee’s request for information about assessment tools: Currently, DDS does not have specific data on which tools are being

used, and regional centers have been busy working on all the Early Start challenges associated with the budget challenges. Rick Ingraham plans to work with the ES Managers in regional centers identifying strengths and weaknesses of particular instruments. Therefore Data Committee will table this item as “unresolved.”

- Committee Members needed: A psychologist and a representative from department of education or from a SELPA
- Review DDS Monitoring plan and General Supervision System (Indicator 9). Rick Ingraham reported that four regional centers have had a full record review and a policy and procedures assessment. Nine have had verification visits. Currently the department is working with consultant Sharon Walsh to improve focused monitoring to address compliance and training. DDS is planning a two- year cycle for monitoring priorities including random chart and data pull.
- Status of Early Star Report: Rick Ingraham indicated that DDS is planning to have the ESR going by May 2011, which will yield two months of data for the 2011 APR.
- Changes in behavioral intervention services and the requirement for “evidence based services”? No specific data was reported, however DDS is developing a standardized POS guideline in which the types of “evidence based services” will be addressed.
- Timeliness of service after the IFSP and reported shortage of providers: QDC members reported that the requirement that private insurance must be used is resulting in many children not getting intervention services or that intervention is significantly delayed. It was stated that Service Code 116 is not an issue, as use of it does not increase numbers of providers. Issues around deductibles and co-payments were discussed, and it was noted that co-payments and high deductibles were addressed differently throughout the State.
- Solely low-incidence disabilities (monitoring and reporting on services.) At the 11/17/10 QDC there was a question about tracking on solely low incidence children. At this QDC it was noted that CDE has information on low incidence children. It was noted that specific information could be obtained from CDE. QDC plans to discuss this issue again. Discussion would be facilitated if there were a QDC member from CDE or a SELPA.
- Agreements to facilitate data sharing
- Review of diagnostic category and Early Start services per regional center for possible information on regional differences, type and intensity of services.
- Continued discussion on data on 0-3 year olds served by additional ICC Member departments.

**VI. OTHER BUSINESS:** Mr. Chin Chao told how Early Start services had helped his son and his family.

**VII. Agenda items for next ICC:**

1. QDC requests that a representative from DDS provide information regarding regulations on complaint, hearing and mediation at the next QDC meeting. Liaison Elise Parnes will follow through on this request.
2. Data committee would like more information about children that transition from Prevention to Early Start and from Early Start to transition.
3. Rick Ingraham plans to work with the ES Managers in regional centers identifying strengths and weaknesses of particular instruments. Therefore Data Committee will table this item as “unresolved.”
4. Continued discussion on indicators 10-13.
5. Update on ESR.
6. Changes in behavioral intervention services and the requirement for “evidence based services.”
7. Continued discussion about information CDE has on children with low incidence disorders. It was noted that specific information could be obtained from CDE.
8. Committee Workplan and unaddressed issues:
  - Agreements to facilitate data sharing
  - Review of diagnostic category and Early Start services per regional center for possible information on regional differences, type and intensity of services.
9. Continued discussion on data on 0-3 year olds served by additional ICC Member departments.

**VIII. ADJOURNMENT: 4:30**